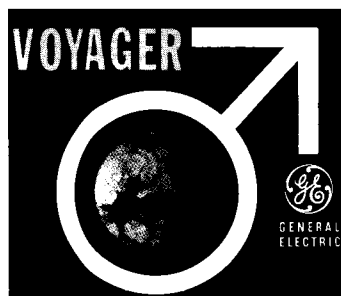
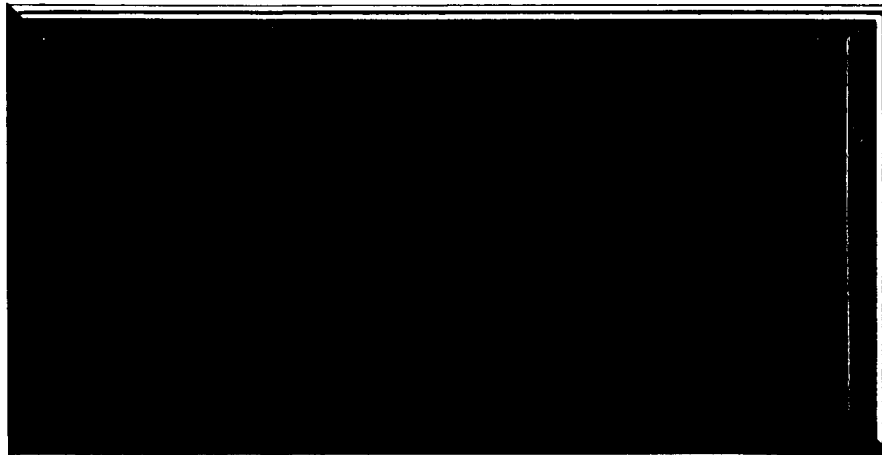


MISSILE AND SPACE  
DIVISION



PHASE 1A, TASK C  
FINAL REPORT

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28 JULY 1967

VOLUME 5  
DATA MANAGEMENT STUDY

APPENDIX K  
CONTRACTOR DATA PACKAGE  
DATA MANAGEMENT (DM)

PREPARED BY

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DATA MANAGEMENT  
VOYAGER SPACECRAFT SYSTEM PROJECT

APPROVED BY

*A. Frank*

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DATA MANAGEMENT AND CONTROL TASK  
VOYAGER SPACECRAFT SYSTEM PROJECT

PREPARED FOR

JET PROPULSION LABORATORY  
CALIFORNIA INSTITUTE OF TECHNOLOGY  
4800 OAK GROVE DRIVE  
PASADENA, CALIFORNIA

UNDER JPL CONTRACT No. 951112

GENERAL  ELECTRIC

MISSILE AND SPACE DIVISION  
Valley Forge Space Technology Center  
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## INTRODUCTION

This appendix presents the Contractor Data Package (Data Item Matrix, Data Requirement Description, User Flow Diagram, Document Relationship Tree, and Frequency and Phasing Charts) for Data Management (DM).

These data relate to the overall management system for identifying, defining, reviewing, and controlling any data generated and/or used by Project elements.

The complete list of Contractor Data Package appendixes is as follows:

Appendix A	-	Technical Description and System Engineering (SE)
Appendix B	-	Planetary Quarantine (PQ)
Appendix C	-	Manufacturing (MG)
Appendix D	-	Configuration Management (CM)
Appendix E	-	Quality Assurance (QA)
Appendix F	-	Test (TE) and Mission Operations (MP)
Appendix G	-	Reliability Assurance (RA)
Appendix H	-	Logistics and Support (LS)
Appendix I	-	Overall Management (MA) , Scheduling (SC) , and Manning and Financial (MF)
Appendix J	-	Procurement and Contracting (PC)
Appendix K	-	Data Management (DM)
Appendix L*	-	Facilities (FA)
Appendix M*	-	Safety (SA)
Appendix N*	-	Site Activation for Launch (AL)
Appendix O*	-	Science (SI)
Appendix P*	-	Related Project Interfaces (RP)
Appendix Q*	-	Advanced Missions (AM)

\* Appendixes L through Q prepared under Contract NAS 7-584

DATA ITEM NUMBER	1 of 3  DATA ITEM  <u>DATA MANAGEMENT</u>	DESCRIPTION
	<u>LISTS</u>	
DM - 001	*Index, Schedule and Status Document Management	Consolidates information from DRD's in ADP responsibility for key actions and the schedule
DM- 020	Index, Document Management Schedule and Status of Key Documents	Provides status against production milestones designated as Key by the Voyager System Of
DM- 002	Index, Formal Data Items	Provides automatic data processing (ADP) for project and contractor information search and
DM- 003	Index, Informal Data Items	An ADP tabulation of contractor-generated data
DM- 004	Index, Special Purpose	ADP print-outs from data bank to meet special
DM- 005	List, Contact Report	An automatic data processing print-out of a Provides summary information and enables
DM- 006	List, Document Distribution	An ADP print-out showing approved distribution for each data item.
	<u>MINUTES</u>	
DM- 007	*Minutes, Data Review Board Meetings	A record of Contractor Data Review Board

\* KEY INFORMAL DATA

DATA ITEM LIST/USER MATRIX

	APPLICABILITY TO FUNCTIONAL USERS AT CONTRACTOR LEVEL															
	SE	PQ	MG	CM	QA	TE	RA	LS	MA	SC	PC	MF	MP	DM	FA	
Print-out form showing schedule for completing them.	-	-	-	-	-	-	-	-	-	U	-	-	-	A	-	
Drawings/schedules for documents to be used.	-	-	-	-	-	-	-	-	-	U	-	-	-	A	-	
Compilation of formal data items for storage and retrieval.	U	U	U	U	U	U	U	U	U	U	U	U	U	A	-	
Documents not covered by DRD.	U	U	U	U	U	U	U	U	U	U	U	U	U	A	-	
Special user needs.	-	-	-	-	-	-	-	-	-	-	-	-	-	A	-	
Full contractor contact reports. Retrieval of complete report.	-	-	-	-	-	-	-	-	U	-	U	-	-	A	-	
Location and related information	-	-	-	-	-	-	-	-	-	-	U	-	-	A	-	
Meetings.	-	-	-	-	-	-	-	-	-	-	-	-	-	R	-	

					APPLICABILITY AT SUBCONTRACTOR/VENDOR/SUPPLIER LEVELS							APPLICABILITY TO PROJECT BOARDS											
					PRINCIPAL SUB-CONTRACTORS	MAJOR SUB-CONTRACTORS	KEY SUBCON AND VENDORS	OTHER VENDORS	KEY SUPPLIERS	KEY SUBSUPPLIERS	CONFIGURATION CONTROL	CONFIGURATION MANAGEMENT	DATA REVIEW	DESIGN REVIEW	FAILURE REVIEW	INTEGRATED SAFETY	INTEGRATED TEST	MAKE OR BUY	MATERIAL REVIEW	SOURCE EVALUATION	SOURCE SELECTION		
SA	AL	SI	RP	AM																			
-	-	-	-	-	NA	NA	NA	NA	NA	NA	-	-	U	-	-	-	-	-	-	-	-		
-	U	-	-	-	S	S	(S)	NA	NA	NA	U	-	-	-	-	-	-	-	-	-	-		
-	-	U	U	U	C/S	C/S	S	NA	(C/S)	(S)	-	-	U	-	-	-	-	-	-	-	-		
-	-	U	-	U	S	S	S	NA	(C/S)	NA	-	-	U	-	-	-	-	-	-	-	-		
-	U	-	U	-	NA	NA	NA	NA	NA	NA	-	-	-	-	-	-	-	-	-	-	-		
-	-	-	U	-	NA	NA	NA	NA	NA	NA	-	-	-	-	-	-	-	-	-	-	-		
-	U	-	-	-	S	S	(S)	NA	NA	NA	-	-	U	-	-	-	-	-	-	-	-		
-	-	-	-	-	NA	NA	NA	NA	NA	NA	-	-	A	-	-	-	-	-	-	-	-		

DATA ITEM NUMBER	2 of 3  DATA ITEM  <u>DATA MANAGEMENT</u>	DESCRIPTION
	<u>PLANS</u>	
DM-008	Plan, Contractor Data Acquisition Flow	Shows relationship of data items to hardware and events on specialized user system flow d
DM-009	Plan, Data Management (Contractor)	Provides a summary of contractor's data ma criteria and constraints governing identificat technical and management data.
	<u>PROCEDURES</u>	
DM-010	Procedure, Data Program Support	Defines criteria governing use of support sen data management program. Describes data available and how to use them.
DM-011	Procedure, Data Systems, Controls and Records	Defines criteria governing mechanization of processing systems. Provides a compendium for such systems.
DM-012	Procedure, Data Preparation, Submittal and Review	Defines criteria governing generation and acc compendium of standards and procedures for
DM 114	Procedure, Establishment of Data Requirement	Describes means by which requirements for defined. Provides catalog of representative to base such determination and definition.
DM-024	Procedure, Data Program Training	Describes means for instructing contractor p program as a management tool. Provides a training aids available for such instruction.
	<u>RECORDS</u>	
DM-023	*Project Information Request/Release	Used for project correspondence within the contractor's data bank. Functional top appro

\* KEY INFORMAL DATA



# DATA ITEM LIST/USER MATRIX

	APPLICABILITY TO FUNCTIONAL USERS AT CONTRACTOR LEVEL															
	SE	PQ	MG	CM	QA	TE	RA	LS	MA	SC	PC	MF	MP	DM	FA	S
and software activities agrams.	-	-	-	-	-	-	-	-	A	-	-	-	-	R	-	
agement policies, provides ion, definition, and control of	-	-	-	-	-	-	-	-	PM	-	-	U	-	R	-	
ervices in implementation of management services	U	U	U	U	U	U	U	U	U	U	U	U	U	A	-	
ata handling and data of specifications and procedures	U	U	U	U	U	U	U	U	U	U	U	U	U	A	-	
uisition of data items. Provides a data item inspection and acceptance.	U	U	U	U	U	U	U	U	U	U	U	U	U	A	-	
ata are determined and ata requirements on which	U	U	U	U	U	U	U	U	U	U	U	U	U	A	-	
ersonnel in use of data collection of printed	U	U	U	U	U	U	U	U	R	U	U	U	U	A	-	
ntractor's house, included in al (A) as appropriate.	U	U	U	U	U	U	U	U	U	U	U	U	U	R	-	

U - USE

R - REVIEW AUTHORITY

A - APPROVAL AUTHORITY

PM - PROJECT MANAGER APPROVAL

2-4-1

					APPLICABILITY AT SUBCONTRACTOR/VENDOR/SUPPLIER LEVELS						APPLICABILITY TO PROJECT BOARDS											
					PRINCIPAL SUB-CONTRACTORS	MAJOR SUB-CONTRACTORS	KEY SUBCON AND VENDORS	OTHER VENDORS	KEY SUPPLIERS	KEY SUBSUPPLIERS	CONFIGURATION CONTROL	CONFIGURATION MANAGEMENT	DATA REVIEW	DESIGN REVIEW	FAILURE REVIEW	INTEGRATED SAFETY	INTEGRATED TEST	MAKE OR BUY	MATERIAL REVIEW	SOURCE EVALUATION	SOURCE SELECTION	
SA	AL	SI	RP	AM																		
-	-	-	-	-	S	S	(S)	NA	NA	NA	-	-	U	-	-	-	-	-	-	-	-	
-	-	-	U	-	S	S	(S)	NA	NA	NA	-	-	U	-	-	-	-	-	-	-	-	
-	-	U	-	-	S	S	(S)	NA	(S)	NA	-	-	U	-	-	-	-	-	-	-	-	
-	-	U	U	-	S	S	(S)	NA	(S)	NA	-	-	U	-	-	-	-	-	-	-	-	
-	-	U	-	-	S	S	(S)	NA	(S)	NA	-	-	U	-	-	-	-	-	-	-	-	
-	-	U	-	-	S	S	(S)	NA	(S)	NA	-	-	U	-	-	-	-	-	-	-	-	
-	-	U	-	-	S	S	(S)	NA	(S)	NA	-	-	U	-	-	-	-	-	-	-	-	
-	U	U	U	U	NA	NA	NA	NA	NA	NA	U	U	U	U	U	-	U	U	U	U	U	

	3 of 3	
DATA ITEM NUMBER	DATA ITEM  <u>DATA MANAGEMENT</u>	DESCRIPTION
	<u>REPORTS</u>	
DM-015	Report, Cost Accumulation Formal Data	Report of formal data costs. A periodic report against each DRD.
DM-016	Report, Document Distribution Control	Automatic data processing printouts showing a data to authorized recipients, custodians, etc.
DM-017	Report, Facility Capability and Loading Data Reproduction Processing and Dissemination	Describes contractor capabilities for production (ADP) and dissemination of data. Also includes facilities.
DM-018	Report, Informal Data Audit	Reports audit activities of the data manager to production and cost of informal data.
DM-019	Report, Specialized User System Description	Describes specialized user systems, including of data handled, equipment, etc.
	<u>REQUESTS</u>	
DM-021	Distribution Change Request	Used to request changes to approved data distribution
DM-022	DRD Change Request	Used to expedite formal requests for changes

\* KEY INFORMAL DATA

DATA ITEM LIST/USER MATRIX

	APPLICABILITY TO FUNCTIONAL USERS AT CONTRACTOR LEVEL															
	SE	PQ	MG	CM	QA	TE	RA	LS	MA	SC	PC	MF	MP	DM	FA	
et of the actual cost accumulated	-	-	-	-	-	-	-	-	-	-	R	R	-	A	-	
ctual distribution of project	-	-	-	-	-	-	-	-	-	-	U	-	-	A	-	
on, reproduction, processing es loading of these	-	-	-	-	-	-	-	-	-	-	R	-	-	A	-	
assess and control the	-	-	-	-	-	-	-	-	-	-	-	-	-	A	-	
g flow diagrams, type and volume	-	-	-	-	-	-	-	-	-	-	-	-	-	A	-	
tribution lists.	U	U	U	U	U	U	U	U	U	U	U	U	U	A	-	
to existing DRD's.	U	U	U	U	U	U	U	U	U	U	R	U	U	A	-	

					APPLICABILITY AT SUBCONTRACTOR/VENDOR/SUPPLIER LEVELS						APPLICABILITY TO PROJECT BOARDS											
					PRINCIPAL SUB-CONTRACTORS	MAJOR SUB-CONTRACTORS	KEY SUBCON AND VENDORS	OTHER VENDORS	KEY SUPPLIERS	KEY SUBSUPPLIERS	CONFIGURATION CONTROL	CONFIGURATION MANAGEMENT	DATA REVIEW	DESIGN REVIEW	FAILURE REVIEW	INTEGRATED SAFETY	INTEGRATED TEST	MAKE OR BUY	MATERIAL REVIEW	SOURCE EVALUATION	SOURCE SELECTION	
SA	AL	SI	RP	AM																		
-	U	-	-	-	S	S	(S)	NA	NA	NA	-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	S	S	(S)	NA	NA	NA	-	-	U	-	-	-	-	-	-	-	-	
-	-	-	-	-	NA	NA	NA	NA	NA	NA	-	-	-	-	-	-	-	-	-	-	-	
-	-	-	-	-	S	S	(S)	NA	NA	NA	-	-	U	-	-	-	-	-	-	-	-	
-	-	-	U	-	S	S	(S)	NA	NA	NA	-	-	-	-	-	-	-	-	-	-	-	
-	-	U	-	U	S	S	(S)	NA	NA	NA	-	-	-	U	-	-	-	-	-	-	-	
-	U	U	-	U	S	S	(S)	NA	NA	NA	-	-	-	U	-	-	-	-	-	-	-	

## USER FLOW DIAGRAMS

Data Management (DM) User Flow Diagrams have been incorporated in the Voyager Data Management System Summary Flow Diagram shown in Section 4 of the basic report ( Volume 5) .

### Data Management Requirement Descriptions

<u>DRD Number</u>	<u>Title</u>
DM-001	*Index, Document Management Schedule and Status for Key Documents
DM-002	Index, Formal Data Items
DM-003	Index, Informal Data Items
DM-004	Index, Special Purpose
DM-005	List, Contact Report
DM-006	List, Document Distribution
DM-007	*Minutes, Data Review Board Meetings
DM-008	Plan, Contractor Data Acquisition Flow
DM-009	Plan, Data Management (Contractor)
DM-010	Procedure, Data Program Support
DM-011	Procedure, Data Systems, Controls and Records
DM-012	Procedure, Data Preparation, Submittal and Review
DM-015	Report, Cost Accumulation Formal Data
DM-016	Report, Document Distribution Control
DM-017	Report, Facility Capability and Loading Data Reproduction, Processing and Dissemination
DM-018	Report, Informal Data Audit
DM-019	Report, Specialized User System Description
DM-020	Index, Document Management Schedule and Status of Key Documents
DM-021	Distribution Change Request
DM-022	DRD Change Request
DM-023	*Project Information Request/Release
DM-024	Procedure, Data Program Training
DM-114	Procedure, Establishment of Data Requirements

\* Key Informal Data

# GE EXHIBIT DRD DM-001

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: <b>DM</b>	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: <b>J. E. Nitsche</b>	DATE: <b>7/28/67</b>	CONTRACT NO.:	DRD NO.: <b>DM-001</b>
TITLE OF DOCUMENT:  <b>*INDEX, DOCUMENT MANAGEMENT SCHEDULE AND STATUS</b>				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: <b>Data Management</b>		TASK OR SUBTASK:	DRD ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: <b>10</b>	
USE OF DOCUMENT:  Consolidates information from DRD's in ADP print-out form showing responsibility for key actions and the schedule for completing them.				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-011, Procedure, Data Systems Controls and Records				FREQUENCY OF ISSUE:		PUBLICATION DATE:	
				<input type="checkbox"/> ANNUALLY <input checked="" type="checkbox"/> SEMI-ANNUALLY - complete <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input checked="" type="checkbox"/> MONTHLY - supplement <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		SDR  UPDATE (FREQUENCY OR MILESTONE): <b>Not applicable</b>	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> GROUP 1 <input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> GROUP 2 <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> GROUP 3 <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROJECT DISCREET <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> NOFORN <input type="checkbox"/> PUBLIC DOMAIN				ESTIMATED EXPIRATION DATE:			
FORM OF DATA:                      KIND OF DATA:  <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <input type="checkbox"/> PRINTED DOCUMENT  <input type="checkbox"/> CHART  <input type="checkbox"/> DIAGRAM  <input type="checkbox"/> DRAWING  <input type="checkbox"/> FILM (STATIC OR MOTION)  <input type="checkbox"/> ILLUSTRATION  <input type="checkbox"/> MODEL  <input type="checkbox"/> RECORDING (TAPE OR DISC)  <input type="checkbox"/> COMPUTER CARD  <input type="checkbox"/> COMPUTER TAPE  <input type="checkbox"/> MICROFILM (W/OR W/O CARD)  <input checked="" type="checkbox"/> OTHER  <u>ADP print-out</u> </div> <div style="width: 30%;"> <input type="checkbox"/> ABSTRACT  <input type="checkbox"/> BROCHURE  <input type="checkbox"/> BULLETIN  <input type="checkbox"/> CATALOG  <input type="checkbox"/> CONTRACT  <input type="checkbox"/> DIRECTIVE  <input type="checkbox"/> DISCLOSURE  <input type="checkbox"/> ENGINEERING CHANGE ORDER  <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL  <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL  <input type="checkbox"/> HANDBOOK  <input checked="" type="checkbox"/> INDEX           </div> <div style="width: 30%;"> <input type="checkbox"/> INSTRUCTION  <input type="checkbox"/> LETTER  <input type="checkbox"/> LIST  <input type="checkbox"/> LOG  <input type="checkbox"/> MANUAL  <input type="checkbox"/> MEMORANDUM  <input type="checkbox"/> MINUTES  <input type="checkbox"/> PLAN  <input type="checkbox"/> PROCEDURE  <input type="checkbox"/> REGULATION  <input type="checkbox"/> REPORT  <input type="checkbox"/> SCHEDULE  <input type="checkbox"/> SPECIFICATION  <input type="checkbox"/> STANDARD  <input type="checkbox"/> VOUCHER           </div> </div>				REFERENCE DOCUMENTS:			
				APPLICABLE STANDARDS:			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO:		BY		BY			
SUBMIT FOR APPROVAL TO:		BY		BY			
<u>Manager, Data Management</u>							



## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

DRD NO.:  
DM-001

## SPECIAL INSTRUCTIONS:

## SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

1. The Document Management Schedule and Status Index is the master index for the document management schedule and measurements subsystem. It is maintained in tape and disc form (disc for activities scheduled to start within 1 year, tape for all other). Both are updated by punched cards as events are completed.
2. The Index contains the following information on each data item;
  - a. Data item (DRD response) number (preassigned)
  - b. Office (function) responsible for each major activity associated with satisfying requirements of the DRD, i.e., preparation, production, reproduction, automatic data processing, distribution, etc.
  - c. Planned date of completion for each major activity
  - d. Actual date of completion for each major activity.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-001

3. Each issue of the Index is in three sequences:
  - a. By Data Requirements List and DRL line number to enable determination of schedule and status for a specific document
  - b. By responsible organization to show the total load, specific data items, and milestones scheduled, completed, and overdue for each participating organization
  - c. By data item due date to show schedule and status of each data item against its planned issue date.

GE EXHIBIT DRD DM-002

VOYAGER DATA REQUIREMENT DESCRIPTION						DRD APPROVED BY:		DATE:		DATA CATEGORY:	
ORGANIZATION ORIGINATING REQUIREMENT:		CODE: DM	OFFICE RESPONSIBLE FOR DRD:		CODE:	DRD PREPARED BY: R. Toff		DATE: 7/28/67		CONTRACT NO.:	DRD NO.: DM-002
TITLE OF DOCUMENT:  INDEX, FORMAL DATA ITEMS						ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management		TASK OR SUBTASK:		DRL ITEM NO.:	
						ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:		LEVEL NO.:	
						ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:		FILE NO.:	
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION						ORGANIZATION RESPONSIBLE FOR DOCUMENT STORAGE:		NO. OF COPIES:  10			
USE OF DOCUMENT:  To inform Project Elements of Data Availability and Identity for Retrieval.						ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:			
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS: DM-009, Plan, Voyager Data Management DM-011, Procedures, Data Systems, Controls and Records PC-008, *Contract Correspondence						ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:			
						FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input checked="" type="checkbox"/> MONTHLY - complete <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY-supplement <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE:  SDR			
								UPDATE (FREQUENCY OR MILESTONE): Not applicable			
										ESTIMATED EXPIRATION DATE:	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> GROUP 1 <input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> GROUP 2 <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> GROUP 3 <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PROJECT DISCREET <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> PUBLIC DOMAIN <input type="checkbox"/> NOFORN											
FORM OF DATA:                                 KIND OF DATA:  <input type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> ABSTRACT <input type="checkbox"/> INSTRUCTION <input type="checkbox"/> CHART <input type="checkbox"/> BROCHURE <input type="checkbox"/> LETTER <input type="checkbox"/> DIAGRAM <input type="checkbox"/> BULLETIN <input checked="" type="checkbox"/> LIST <input type="checkbox"/> DRAWING <input type="checkbox"/> CATALOG <input type="checkbox"/> LOG <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> CONTRACT <input type="checkbox"/> MANUAL <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> MEMORANDUM <input type="checkbox"/> MODEL <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> MINUTES <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> PLAN <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> PROCEDURE <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> SCHEDULE <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input type="checkbox"/> HANDBOOK <input type="checkbox"/> SPECIFICATION <input checked="" type="checkbox"/> OTHER <input type="checkbox"/> INDEX <input type="checkbox"/> STANDARD Automatic Data Processing <input type="checkbox"/> VOUCHER Print-out						REFERENCE DOCUMENTS:                 					
						APPLICABLE STANDARDS:					
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)											
SUBMIT FOR REVIEW TO: _____				BY _____		PREPUBLICATION PROOF _____		DATE _____			
_____				_____		_____		_____			
Manager, Data				BY _____		_____		_____			
SUBMIT FOR APPROVAL TO: _____				BY _____		_____		_____			
Management				_____		_____		_____			

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

DRD NO.:

DM-002

## SPECIAL INSTRUCTIONS:

A complete index shall be required each month. Supplements, showing additions and deletions, shall be issued weekly.

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

1. The Formal Data Items Index shall be divided into two parts, with each part applicably titled to correspond with the following:

Part I. Shall contain information applicable to those data items retained in the repository for which the organization is the project custodian.

Part II. Shall contain information applicable to those data items retained in the repository for which the organization is not the project custodian but is a user and/or DRD generator.

2. In addition to title and date of index issuance, each index shall contain the following information applicable to each data item in the repository.
  - a. DRD (response) number.
  - b. Data item title
  - c. Number of copies on hand
  - d. Data received by control library (repository)
  - e. Indication if reproducible master is on file
  - f. Date of primary reproduction - if custodian
  - g. Date of secondary reproduction(s) - if custodian
  - h. Number of copies reproduced (both primary and secondary) during current period and inception-to-date.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-002

- i. From whom received and number of copies or masters
  - j. Number of copies on loan
  - k. Minimum essential quantities required on hand (before reorder is required)
  - l. Name (or ID number) of custodian - if Part 2 type data item
  - m. Number of copies distributed during current period and inception-to-date
  - n. Cross-indexing number if different from DRD (response) number.
3. Each part shall be divided into two subparts, with each subpart being identical in form, format and content. Each subpart shall, however, be in different sequences as following:

Subpart 1 - Shall be sequenced in accordance with DRD number.

Subpart 2 - Shall be alphabetically sequenced by data item title in accordance with the key word in context (KWIC) method.

GE EXHIBIT DRD DM-003

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: <b>DM</b>	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: <b>R. Toff</b>	DATE: <b>7/28/67</b>	CONTRACT NO.:	DRD NO.: <b>DM-003</b>
TITLE OF DOCUMENT:  <b>INDEX, INFORMAL DATA ITEMS</b>				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: <b>Data Management</b>		TASK OR SUBTASK:	DRL ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO OF COPIES: <b>10</b>	
USE OF DOCUMENT: <b>To identify contractor-generated data items not covered by DRD's. Used to inform Project elements of information availability and identification for retrieval.</b>				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  <b>DM-011, Procedures, Data Systems, Controls and Records</b>				FREQUENCY OF ISSUE:		PUBLICATION DATE:	
				<input type="checkbox"/> ANNUALLY <input checked="" type="checkbox"/> SEMI-ANNUALLY <b>complete</b> <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input checked="" type="checkbox"/> WEEKLY <b>supplement</b> <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		<b>SDR</b>  UPDATE (FREQUENCY OR MILESTONE): <b>As required</b>	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> GROUP 1 <input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> GROUP 2 <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> GROUP 3 <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROJECT DISCREET <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> NOFORN <input type="checkbox"/> PUBLIC DOMAIN				ESTIMATED EXPIRATION DATE:			
FORM OF DATA:                      KIND OF DATA:  <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <input type="checkbox"/> PRINTED DOCUMENT  <input type="checkbox"/> CHART  <input type="checkbox"/> DIAGRAM  <input type="checkbox"/> DRAWING  <input type="checkbox"/> FILM (STATIC OR MOTION)  <input type="checkbox"/> ILLUSTRATION  <input type="checkbox"/> MODEL  <input type="checkbox"/> RECORDING (TAPE OR DISC)  <input type="checkbox"/> COMPUTER CARD  <input type="checkbox"/> COMPUTER TAPE  <input checked="" type="checkbox"/> MICROFILM (W/OR W/O CARD)  <input checked="" type="checkbox"/> OTHER  <u><b>ADP Printout</b></u> </div> <div style="width: 30%;"> <input type="checkbox"/> ABSTRACT  <input type="checkbox"/> BROCHURE  <input type="checkbox"/> BULLETIN  <input type="checkbox"/> CATALOG  <input type="checkbox"/> CONTRACT  <input type="checkbox"/> DIRECTIVE  <input type="checkbox"/> DISCLOSURE  <input type="checkbox"/> ENGINEERING CHANGE ORDER  <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL  <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL  <input type="checkbox"/> HANDBOOK  <input checked="" type="checkbox"/> INDEX           </div> <div style="width: 30%;"> <input type="checkbox"/> INSTRUCTION  <input type="checkbox"/> LETTER  <input type="checkbox"/> LIST  <input type="checkbox"/> LOG  <input type="checkbox"/> MANUAL  <input type="checkbox"/> MEMORANDUM  <input type="checkbox"/> MINUTES  <input type="checkbox"/> PLAN  <input type="checkbox"/> PROCEDURE  <input type="checkbox"/> REGULATION  <input type="checkbox"/> REPORT  <input type="checkbox"/> SCHEDULE  <input type="checkbox"/> SPECIFICATION  <input type="checkbox"/> STANDARD  <input type="checkbox"/> VOUCHER           </div> </div>				REFERENCE DOCUMENTS:			
				APPLICABLE STANDARDS:			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO: _____		_____		_____		_____	
_____		_____		_____		_____	
BY _____		_____		_____		BY _____	
_____		_____		_____		_____	
_____		_____		_____		_____	
SUBMIT FOR APPROVAL TO: <u><b>Manager, Data Management</b></u>		BY _____		_____		BY _____	
_____		_____		_____		_____	
_____		_____		_____		_____	

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-003

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

1. The Informal Data Items Index shall contain the following information pertinent to each informal data item:
  - a. Data item identification number, if applicable.
  - b. Title
  - c. Identification of issuer.
  - d. Identification of recipient(s).
  - e. Date of issuance.
  - f. Data received by control library.
  - g. Number of copies on hand (in control library).

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-004

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:	
ORGANIZATION ORIGINATING REQUIREMENT:		CODE: DM	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: R. Toff	DATE: 7/28/67	CONTRACT NO.:	DRD NO.: DM-004
TITLE OF DOCUMENT:  INDEX, SPECIAL PURPOSE					ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management		TASK OR SUBTASK:	DRD ITEM NO.:
					ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
					ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
					TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION			
USE OF DOCUMENT: Provides a list of a particular group of data items from the Voyager Data Bank, in response to specific requests from specialized users.					ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: 10	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-011, Procedure, Data Systems, Controls and Records					ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
					ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
					FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE AS SPECIFIED As required		PUBLICATION DATE:  SDR  UPDATE (FREQUENCY OR MILESTONE): Not applicable  ESTIMATED EXPIRATION DATE:	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED					<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN	
FORM OF DATA:  <input type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input checked="" type="checkbox"/> OTHER ADP Printout					KIND OF DATA:  <input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input checked="" type="checkbox"/> INDEX			
					REFERENCE DOCUMENTS:  APPLICABLE STANDARDS:			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)								
DRAFT			DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO:								
			BY				BY	
SUBMIT FOR APPROVAL TO:			BY				BY	
Manager, Data Management								



## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-004

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

1. The Special Purpose Index shall present the following information for each data item in the special request group:
  - a. Title.
  - b. Date of issue.
  - c. Date of latest revision.
  - d. Retrieval number.
  - e. Other information requested by user (if available and retrievable from Voyager Data Bank).

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

## GE EXHIBIT DRD DM-005

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: DM	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: R. Toff	DATE: 7/28/67	CONTRACT NO.:	DRD NO.: DM-005
TITLE OF DOCUMENT:  LIST, CONTACT REPORT				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management		TASK OR SUBTASK:	DRL ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: 10	
USE OF DOCUMENT: To provide a composite of all contact reports and, as an index, enable the retrieval of the actual, more detailed contact report (s).				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-011, Procedure, Data Systems, Controls and Records MA-024, Report, Contact				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input checked="" type="checkbox"/> SEMI-ANNUALLY complete <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input checked="" type="checkbox"/> WEEKLY supplement <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE: SDR	
						UPDATE (FREQUENCY OR MILESTONE): Not applicable	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED				<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN	
FORM OF DATA:  <input type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input checked="" type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input checked="" type="checkbox"/> OTHER <u>ADP Printout</u>				KIND OF DATA:  <input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input type="checkbox"/> INDEX			
				REFERENCE DOCUMENTS:			
APPLICABLE STANDARDS:							
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO: _____		_____		_____		_____	
_____ BY _____		_____		_____ BY _____		_____	
_____		_____		_____		_____	
SUBMIT FOR APPROVAL TO: <u>Manager, Data</u>		BY _____		_____ BY _____		_____	
<u>Management</u>		_____		_____		_____	

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-005

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

1. The Contact Report List shall provide the following information applicable to each contact and report:
  - a. Contact report number
  - b. Contactee.
  - c. Contactor.
  - d. Date of contact
  - e. Method of contact.
  - f. Location.
  - g. Attendees (name and/or organization represented).
  - h. Subject.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-006

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:		DATA CATEGORY:						
ORGANIZATION ORIGINATING REQUIREMENT:		CODE: DM	OFFICE RESPONSIBLE FOR DRD: CODE:		DRD PREPARED BY: R. Toff		DATE: 7/28/67		CONTRACT NO.: DRD NO.: DM-006					
TITLE OF DOCUMENT:  LIST, DOCUMENT DISTRIBUTION					ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management		TASK OR SUBTASK:		DRL ITEM NO.:					
					ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:		LEVEL NO.:					
					ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:		FILE NO.:					
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION					ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: 3							
USE OF DOCUMENT:  To establish approved distribution instructions for each formal data item					ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:							
					ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:							
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-009, Plan, Data Management DM-012, Procedure, Data Preparation, Submittal and Review DM-022, Request, DRL/DRD Change					FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input checked="" type="checkbox"/> BI-MONTHLY complete <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE: SDR		UPDATE (FREQUENCY OR MILESTONE):					
							Not applicable		ESTIMATED EXPIRATION DATE:					
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED					<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN							
FORM OF DATA:  <input type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input checked="" type="checkbox"/> OTHER <u>Automatic Data Processing</u> <u>Printout</u>					KIND OF DATA:  <input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input type="checkbox"/> INDEX					<input type="checkbox"/> INSTRUCTION <input type="checkbox"/> LETTER <input checked="" type="checkbox"/> LIST <input type="checkbox"/> LOG <input type="checkbox"/> MANUAL <input type="checkbox"/> MEMORANDUM <input type="checkbox"/> MINUTES <input type="checkbox"/> PLAN <input type="checkbox"/> PROCEDURE <input type="checkbox"/> REGULATION <input type="checkbox"/> REPORT <input type="checkbox"/> SCHEDULE <input type="checkbox"/> SPECIFICATION <input type="checkbox"/> STANDARD <input type="checkbox"/> VOUCHER				
					REFERENCE DOCUMENTS:					APPLICABLE STANDARDS:				
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)														
SUBMIT FOR REVIEW TO: _____														
BY _____														
SUBMIT FOR APPROVAL TO: _____														
BY _____														

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

## SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-006

Complete distribution list shall be provided bi-monthly. Weekly supplements shall be issued to reflect changes, additions and/or deletions only.

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

1. Each Document Distribution List (total and supplemental) shall contain the following information:
  - a. Title line containing the document title (i.e., distribution list - total or supplemental), custodian identification, and issue date.
  - b. Each line item shall apply to a data item (DRD response) and shall contain the following information:
    - (1) DRD (response) number
    - (2) Data item title
    - (3) Identification of project elements (including custodian stock-pile) to receive copies and quantity.
    - (4) Form in which project element is to receive copies (i.e., reproducible, copies, microform, etc.)
    - (5) Date or frequency of distribution.
    - (6) Responsible for reproduction, project element.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-007

VOYAGER DATA REQUIREMENT DESCRIPTION						DRD APPROVED BY:	DATE:	DATA CATEGORY:	
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: DM	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: R. Toff	DATE: 7/28/67	CONTRACT NO.:	DRD NO.: DM-007		
TITLE OF DOCUMENT:  * MINUTES, DATA REVIEW BOARD MEETINGS					ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management	TASK OR SUBTASK:	DRL ITEM NO.:		
					ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:	DRL NO.:	LEVEL NO.:		
					ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:	DDL NO.:	FILE NO.:		
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION					ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:	NO. OF COPIES: 20			
USE OF DOCUMENT: Project record of DRB action and resulting action items on other project personnel					ESTIMATED MANHOURS FOR SINGLE PREPARATION:	INFORMATION CUTOFF DATE OR MILESTONE:			
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-009, Plan, Data Management					ESTIMATED COST (\$) FOR SINGLE PREPARATION:	DATE DATA DUE TO USER:			
					FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input checked="" type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE AS SPECIFIED As required	PUBLICATION DATE:  SDR			
					UPDATE (FREQUENCY OR MILESTONE): As required				
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED					<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN	<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN			
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					APPLICABLE STANDARDS:				
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)									
SUBMIT FOR REVIEW TO:			DRAFT	DATE	PREPUBLICATION PROOF		DATE		
_____			_____	_____	_____		_____		
_____			BY _____	_____	_____		BY _____		
_____			_____	_____	_____		_____		
_____			_____	_____	_____		_____		
SUBMIT FOR APPROVAL TO:			Chairman, Data Review Board	BY _____	_____		BY _____		
_____			_____	_____	_____		_____		
_____			_____	_____	_____		_____		

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-007

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

1. Data Review Board minutes must contain information applicable to the following subjects:
  - a. Date and place of meeting
  - b. Attendees and organizations represented
  - c. Actions taken - description
  - d. Open action items - description
    - (1) Person and organization responsible
    - (2) Date action item opened
    - (3) Data required

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-008

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: <b>DM</b>	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: <b>R. Toff</b>	DATE: <b>7/28/67</b>	CONTRACT NO.:	DRD NO.: <b>DM-008</b>
TITLE OF DOCUMENT:  <b>PLAN, CONTRACTOR DATA ACQUISITION FLOW</b>				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: <b>Data Management</b>		TASK OR SUBTASK:	DRL ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
TYPE OF DOCUMENT: <input checked="" type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: <b>10</b>	
USE OF DOCUMENT: <b>Shows relationship of data items to Project activity and events (hardware and software). Serves as checklist to assure that all user data requirements are identified.</b>				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  <b>DM-001, Plan, Data Management (Contractor) DM-019, Report, Specialized User System Description MA-001, *Project Change Notice MA-007, Plan, Project Implementation MA-009, Plan, Organization</b>				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE, AS SPECIFIED <b>One time</b>		PUBLICATION DATE:  <b>SDR</b>	
						UPDATE (FREQUENCY OR MILESTONE): <b>As required</b>	
						ESTIMATED EXPIRATION DATE:	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> GROUP 1 <input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> GROUP 2 <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> GROUP 3 <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROJECT DISCREET <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> NOFORN <input type="checkbox"/> PUBLIC DOMAIN							
FORM OF DATA:                      KIND OF DATA:				REFERENCE DOCUMENTS:			
<input checked="" type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> ABSTRACT <input type="checkbox"/> INSTRUCTION <input type="checkbox"/> CHART <input type="checkbox"/> BROCHURE <input type="checkbox"/> LETTER <input type="checkbox"/> DIAGRAM <input type="checkbox"/> BULLETIN <input type="checkbox"/> LIST <input type="checkbox"/> DRAWING <input type="checkbox"/> CATALOG <input type="checkbox"/> LOG <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> CONTRACT <input type="checkbox"/> MANUAL <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> MEMORANDUM <input type="checkbox"/> MODEL <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> MINUTES <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> PROCEDURE <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> REGULATION <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> REPORT <input type="checkbox"/> OTHER <input type="checkbox"/> HANDBOOK <input type="checkbox"/> SCHEDULE <input type="checkbox"/> INDEX <input type="checkbox"/> SPECIFICATION <input type="checkbox"/> VOUCHER				<b>Customer Data Management Manual</b>			
APPLICABLE STANDARDS:							
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO: _____		_____		_____		_____	
_____ BY _____		_____		_____ BY _____		_____	
_____		_____		_____		_____	
SUBMIT FOR APPROVAL TO: _____		_____ BY _____		_____ BY _____		_____	
_____		_____		_____		_____	
<b>Project Manager</b>		_____		_____		_____	



SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-008

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

1. The Contractor Data Acquisition Flow Plan shall contain the following information:
  - a. Specialized user system flow diagrams which show the data outputs of and inputs to those hardware and software functions performed by each specialized user.
  - b. Narrative description of each specialized user system flow diagram.
  - c. Summary matrix which provides a tabular description of each flow diagram and shows all inputs and outputs of each specialized user data/information, use of such data, etc.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-009

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:		DATA CATEGORY:		
ORGANIZATION ORIGINATING REQUIREMENT:		CODE:	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY:	DATE:		CONTRACT NO.:	DRD NO.:	
		DM			R. I. Toff	7/28/67			DM-009	
TITLE OF DOCUMENT:  PLAN, DATA MANAGEMENT (CONTRACTOR)					ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION:		TASK OR SUBTASK:		DRD ITEM NO.:	
					Data Management					
					ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:		LEVEL NO.:	
					ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:		FILE NO.:	
TYPE OF DOCUMENT: <input checked="" type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input type="checkbox"/> INFORMATION										
USE OF DOCUMENT: Provides a summary of contractor's data management policies; provides criteria and constraints governing identification, definition, control of management, and technical data.					ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES:			
							100			
					ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:			
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS: DM-008, Plan, Contractor Data Acquisition Flow DM-014, Procedure, Establishment of Data Requirements SC-002, Schedule, Project Level (PERT) SC-004, Schedule, Task and Subtask Level (PERT)					ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:			
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED					<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN		FREQUENCY OF ISSUE:	
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							As required		ESTIMATED EXPIRATION DATE:	
FORM OF DATA: <input checked="" type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input checked="" type="checkbox"/> MICROFILM (W/O OR W/ CARD) <input type="checkbox"/> OTHER					KIND OF DATA: <input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input type="checkbox"/> INDEX					
					<input type="checkbox"/> INSTRUCTION <input type="checkbox"/> LETTER <input type="checkbox"/> LIST <input type="checkbox"/> LOG <input type="checkbox"/> MANUAL <input type="checkbox"/> MEMORANDUM <input type="checkbox"/> MINUTES <input checked="" type="checkbox"/> PLAN <input type="checkbox"/> PROCEDURE <input type="checkbox"/> REGULATION <input type="checkbox"/> REPORT <input type="checkbox"/> SCHEDULE <input type="checkbox"/> SPECIFICATION <input type="checkbox"/> STANDARD <input type="checkbox"/> VOUCHER					
					REFERENCE DOCUMENTS:					
					APPLICABLE STANDARDS:					
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)										
DRAFT DATE PREPUBLICATION PROOF DATE										
SUBMIT FOR REVIEW TO: _____ BY _____										
SUBMIT FOR APPROVAL TO: Project Manager BY _____										

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-009

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

The Contractor Data Management Plan must prescribe, in detail, the organizations, systems, and procedures which best ensure compliance with the requirements of the Voyager Project Data Management Plan. Outline of plan content is as follows:

1. Introduction (Rationale behind and overview of program and concept).
2. Scope and applicability (What and whom the program covers and how).
3. General policies and procedures (Data management as a management discipline and as a project requirement, as well as interface considerations.)
4. Organization of program elements (General organization at all levels, details of interfaces among organizations, and general delineation of responsibilities and authorities.)
5. Program administration (Details of administrative criteria and constraints, detailed delineation of responsibilities and authorities, and specification of mandatory data management techniques to be used.)
6. Program implementation (Details of operational criteria and constraints, allocation of assignments, detailed delineation of responsibilities and authorities, specification of monitoring and reporting requirements, and data PERT and cost accounting.)

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-009

7. Appendixes
  - a. Organizations
  - b. Administrative procedures
  - c. Forms

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: <b>DM</b>	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: <b>R. Toff</b>	DATE: <b>7/28/67</b>	CONTRACT NO.:	DRD NO.: <b>DM-010</b>
TITLE OF DOCUMENT:  <b>PROCEDURE, DATA PROGRAM SUPPORT</b>				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: <b>Data Management</b>		TASK OR SUBTASK:	DRL ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
TYPE OF DOCUMENT: <input checked="" type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STORAGE:		NO. OF COPIES: <b>100</b>	
USE OF DOCUMENT: <b>Defines criteria governing the use of support services for implementation of the Data Management Program. Describes services available from individual contractor elements.</b>				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE, AS SPECIFIED <b>One time</b>		PUBLICATION DATE: <b>SDR</b>  UPDATE (FREQUENCY OR MILESTONE): <b>As required</b>  ESTIMATED EXPIRATION DATE:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  <b>DM-009, Plan, Data Management (Contractor) MA-012, Plan, Facility</b>							
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED				<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN  <input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN			
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				REFERENCE DOCUMENTS:  <b>Customer Data Management Manual</b>			
				APPLICABLE STANDARDS:			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO:		BY		BY			
SUBMIT FOR APPROVAL TO:		BY		BY			
<b>Manager, Data Management</b>							

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-010

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

This Data Program Support Procedure shall contain the following:

1. Introduction (Rationale behind procedure and how to use it. Relationship with other procedures).
2. Scope and applicability (What the procedure covers and who is to use it when).
3. General policies and procedures (Maximum use of existing personnel, equipment, and facilities, cost and time tradeoffs).
4. Designation of support organizations (Authorities and responsibilities).
5. Use of support services (Overall procedures, accounting, and reporting).
6. Appendixes:
  - a. Capability register
  - b. Procedures
  - c. Forms

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:		DATA CATEGORY:						
ORGANIZATION ORIGINATING REQUIREMENT:		CODE:	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY:		DATE:		CONTRACT NO.:	DRD NO.:				
		DM			R. Toff		7/28/67			DM-011				
TITLE OF DOCUMENT:  PROCEDURE, DATA SYSTEMS, CONTROLS AND RECORDS					ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION:		TASK OR SUBTASK:		DRD ITEM NO.:					
					Data Management									
					ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:		LEVEL NO.:					
TYPE OF DOCUMENT: <input checked="" type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input type="checkbox"/> INFORMATION					ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:		FILE NO.:					
USE OF DOCUMENT:  Defines criteria governing mechanization of data handling and data processing systems. Provides a compendium of specifications and procedures for the use of such systems.					ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES:							
							100							
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-009, Plan, Data Management (Contractor) MA-012, Plan, Facility					ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:							
					ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:							
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED					<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN		FREQUENCY OF ISSUE:		PUBLICATION DATE:			
									<input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE, AS SPECIFIED One time		SDR			
											UPDATE (FREQUENCY OR MILESTONE): As required		ESTIMATED EXPIRATION DATE:	
FORM OF DATA: <input checked="" type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> MICROFILM (W/O CARD) <input type="checkbox"/> OTHER					KIND OF DATA: <input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input type="checkbox"/> INDEX					REFERENCE DOCUMENTS:  Customer Data Management Manual				
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)														
DRAFT			DATE			PREPUBLICATION PROOF			DATE					
SUBMIT FOR REVIEW TO:														
			BY						BY					
SUBMIT FOR APPROVAL TO:			BY						BY					
Manager, Data Management														

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-011

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

OUTLINE OF CONTENTS:

This Procedure contains the following:

1. Introduction (Rationale behind procedure and how to use it; relationship with other procedures).
2. Scope and applicability (What the procedure covers and who is to use it when).
3. General policies and procedures (Considerations affecting the selection and application of the various systems, controls, and records to be used for management of Voyager data; procedural criteria and constraints).
4. Information flow systems (Analytical considerations of system development; interface aspects; loading cycles; procedural controls).
5. Data transfer systems (Analytical considerations of system development; interface aspects; loading cycles; procedural controls).
6. Data accounting systems (Derivation of accounting and indexing schemes; input/output mechanisms; procedural controls; record-keeping requirements).
7. Appendixes:
  - a. Procedures
  - b. Flow diagrams
  - c. Indexes
  - d. Equipment specifications
  - e. Forms

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)



VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: <b>DM</b>	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: <b>R. Toff</b>	DATE: <b>7/28/67</b>	CONTRACT NO.:	DRD NO.: <b>DM-012</b>
TITLE OF DOCUMENT:  <b>PROCEDURE, DATA PREPARATION, SUBMITTAL AND REVIEW</b>				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: <b>Data Management</b>		TASK OR SUBTASK:	DRL ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: <b>100</b>	
TYPE OF DOCUMENT: <input checked="" type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input type="checkbox"/> INFORMATION  USE OF DOCUMENT: <b>Defines criteria governing generation and acquisition of data items. Provides a compendium of standards and procedures by which data items are inspected and accepted.</b>				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE, AS SPECIFIED <b>One time</b>		PUBLICATION DATE: <b>SDR</b>  UPDATE (FREQUENCY OR MILESTONE): <b>As required thru launch</b> ESTIMATED EXPIRATION DATE:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  <b>DM-009, Plan, Data Management (Contractor)</b>				CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> GROUP 1 <input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> GROUP 2 <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> GROUP 3 <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROJECT DISCREET <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> NOFORN <input type="checkbox"/> PUBLIC DOMAIN			
FORM OF DATA:                      KIND OF DATA: <input checked="" type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> ABSTRACT <input type="checkbox"/> INSTRUCTION <input type="checkbox"/> CHART <input type="checkbox"/> BROCHURE <input type="checkbox"/> LETTER <input type="checkbox"/> DIAGRAM <input type="checkbox"/> BULLETIN <input type="checkbox"/> LIST <input type="checkbox"/> DRAWING <input type="checkbox"/> CATALOG <input type="checkbox"/> LOG <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> CONTRACT <input type="checkbox"/> MANUAL <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> MEMORANDUM <input type="checkbox"/> MODEL <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> MINUTES <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> ENGINEERING CHANGE <input type="checkbox"/> PLAN <input type="checkbox"/> COMPUTER CARD                      ORDER <input checked="" type="checkbox"/> PROCEDURE <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> REQUEST FOR ENGINEER- <input type="checkbox"/> REGULATION <input type="checkbox"/> MICROFILM (W/OR W/O CARD)      ING CHANGE PROPOSAL <input type="checkbox"/> REPORT <input type="checkbox"/> OTHER <input type="checkbox"/> ENGINEERING CHANGE <input type="checkbox"/> SCHEDULE PROPOSAL <input type="checkbox"/> SPECIFICATION <input type="checkbox"/> HANDBOOK <input type="checkbox"/> STANDARD <input type="checkbox"/> INDEX <input type="checkbox"/> VOUCHER				REFERENCE DOCUMENTS:  <b>Customer Data Management Manual</b>			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO: _____		_____		_____		_____	
_____		BY _____		_____		BY _____	
_____		_____		_____		_____	
_____		_____		_____		_____	
SUBMIT FOR APPROVAL TO: <u>Manager, Data</u>		BY _____		_____		BY _____	
<u>Management</u>		_____		_____		_____	

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-012

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

This Procedure contains the following information:

1. Introduction (Rationale behind procedure and how to use it; relationship with other procedures).
2. Scope and applicability (What the procedure covers and who is to use it when.)
3. General policies and procedures (Application of standards; criteria and constraints affecting preparation and production, selection and designation of submittal channels, reviewing authorities, etc.)
4. Preparation of data (Use of standards, procedures for allocation and review of work; quality and cost controls.)
5. Submittal of data (Delineation of submittal chains and procedures at various levels and in various organizations; means and mechanisms to be used for submittal.)
6. Review of data (Review criteria; technical review considerations; review cycles; procedures for inspection and acceptance; delineation of responsibilities and authorities.)
7. Appendixes:
  - a. Standards
  - b. Procedures
  - c. Forms

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY		DATE	DATA CATEGORY
ORGANIZATION ORIGINATING REQUIREMENT	CODE DM	OFFICE RESPONSIBLE FOR DRD	CODE	DRD PREPARED BY: R. Toff	DATE	CONTRACT NO.	DRD NO. DM-015
TITLE OF DOCUMENT:  REPORT, COST ACCUMULATION, DATA MANAGEMENT FORMAL DATA				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management		TASK OR SUBTASK	DRD ITEM NO.
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRD NO.	LEVEL NO.
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.	FILE NO.
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE		NO OF COPIES 5	
USE OF DOCUMENT: Provides actual cost for satisfying each Data Requirements List line item Data Requirements Description for accumulating total project data costs.				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input checked="" type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE: PDR	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  MF-004, *Report, Vouchered Hours				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input checked="" type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE: PDR	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED				<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN	
FORM OF DATA: <input checked="" type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input type="checkbox"/> OTHER				KIND OF DATA: <input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input type="checkbox"/> INDEX			
				REFERENCE DOCUMENTS:			
				APPLICABLE STANDARDS:			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO:							
		BY				BY	
SUBMIT FOR APPROVAL TO:							
Manager, Data Management		BY				BY	

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

DRD NO.:

DM-015

SPECIAL INSTRUCTIONS:

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

The Formal Data Cost Accumulation Report shall provide the following information concerning each line item DRD:

1. Name and Federal Supply Code for Manufacturers (FSCM) of company making report
2. Date of report.
3. DRD number.
4. Title of document form DRD.
5. Cost for each of the following activities for the period being reported:
  - a. Generation
  - b. Production
  - c. Reproduction
  - d. ADP
  - e. Distribution
  - f. Storage
6. Total cost to date for each DRD.
7. Number of data items issued in response to each DRD.
8. Average cost for each DRD response (i.e., data item).

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

**GE EXHIBIT DRD DM-016**

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: <b>DM</b>	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: <b>R. Toff</b>	DATE: <b>7/28/67</b>	CONTRACT NO.:	DRD NO.: <b>DM-016</b>
TITLE OF DOCUMENT:  <b>REPORT, DOCUMENT DISTRIBUTION CONTROL</b>				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: <b>Data Management</b>		TASK OR SUBTASK:	DRL ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
				TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION			
USE OF DOCUMENT: <b>Identifies actual recipients of distributed documents. Used to maintain adequate distribution lists for ensuring distribution of minimum essential data.</b>				ORGANIZATION RESPONSIBLE FOR DOCUMENT STORAGE:		NO. OF COPIES: <b>5</b>	
				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  <b>DM-006, List, Document Distribution DM-009, Plan, Data Management (Contractor)</b>				FREQUENCY OF ISSUE:  <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input checked="" type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE:  <b>PDR</b>	
						UPDATE (FREQUENCY OR MILESTONE): <b>Not applicable</b>	
						ESTIMATED EXPIRATION DATE:	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED				<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN  <input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN			
FORM OF DATA:                      KIND OF DATA: <input type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> ABSTRACT <input type="checkbox"/> INSTRUCTION <input type="checkbox"/> CHART <input type="checkbox"/> BROCHURE <input type="checkbox"/> LETTER <input type="checkbox"/> DIAGRAM <input type="checkbox"/> BULLETIN <input type="checkbox"/> LIST <input type="checkbox"/> DRAWING <input type="checkbox"/> CATALOG <input type="checkbox"/> LOG <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> CONTRACT <input type="checkbox"/> MANUAL <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> MEMORANDUM <input type="checkbox"/> MODEL <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> MINUTES <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> ENGINEERING CHANGE <input type="checkbox"/> PLAN <input type="checkbox"/> COMPUTER CARD                              ORDER <input type="checkbox"/> PROCEDURE <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> REQUEST FOR ENGINEER- <input type="checkbox"/> REGULATION <input type="checkbox"/> MICROFILM (W/OR W/O CARD)    ING CHANGE PROPOSAL <input checked="" type="checkbox"/> REPORT <input type="checkbox"/> OTHER <input type="checkbox"/> ENGINEERING CHANGE <input type="checkbox"/> SCHEDULE PROPOSAL <input type="checkbox"/> SPECIFICATION <input type="checkbox"/> HANDBOOK <input type="checkbox"/> STANDARD <input type="checkbox"/> INDEX <input type="checkbox"/> VOUCHER				REFERENCE DOCUMENTS:  <b>Customer Data Management Manual</b>			
				APPLICABLE STANDARDS:			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO:		BY		BY		BY	
SUBMIT FOR APPROVAL TO:		BY		BY		BY	
<b>Manager, Data Management</b>							

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

## SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-016

Data items to be included on this report to be selected by customer and contractor.

Report may take the form of automatic data processing printouts.

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

The Document Distribution Control Report includes the following information:

1. Name of company and Federal Supply Code for Manufacturers (FSCM) making report.
2. Date of report.
3. Identification number(s) and title of data items.
4. Name and FSCM of originator.
5. Date of transmittal.
6. Name, function, and address of recipient(s).
7. Date of receipt.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: DM	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: R. Toff	DATE: 7/28/67	CONTRACT NO.:	DRD NO.: DM-017
TITLE OF DOCUMENT:  REPORT, FACILITY CAPABILITY AND LOADING-DATA REPRODUCTION, PROCESSING (AUTOMATIC DATA PROCESSING) AND DISSEMINATION.				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management		TASK OR SUBTASK:	DRL ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: 3	
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
USE OF DOCUMENT:  To inform the customer of utilization status of contractor facilities and for contractor control of loading.				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input checked="" type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE:  FDR  UPDATE (FREQUENCY OR MILESTONE): Not applicable  ESTIMATED EXPIRATION DATE:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-009, Plan, Data Management (Contractor) MA-012, Plan, Facility				CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED  <input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN  <input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN		ESTIMATED COST (\$) FOR SINGLE PREPARATION:	
						DATE DATA DUE TO USER:	
FORM OF DATA: <input checked="" type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input type="checkbox"/> OTHER  KIND OF DATA: <input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input type="checkbox"/> INDEX  <input type="checkbox"/> INSTRUCTION <input type="checkbox"/> LETTER <input type="checkbox"/> LIST <input type="checkbox"/> LOG <input type="checkbox"/> MANUAL <input type="checkbox"/> MEMORANDUM <input type="checkbox"/> MINUTES <input type="checkbox"/> PLAN <input type="checkbox"/> PROCEDURE <input type="checkbox"/> REGULATION <input checked="" type="checkbox"/> REPORT <input type="checkbox"/> SCHEDULE <input type="checkbox"/> SPECIFICATION <input type="checkbox"/> STANDARD <input type="checkbox"/> VOUCHER				REFERENCE DOCUMENTS:			
				APPLICABLE STANDARDS:			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
SUBMIT FOR REVIEW TO:		DRAFT	DATE	PREPUBLICATION PROOF	DATE		
_____			_____	_____	_____		
_____		BY	_____	_____	BY	_____	
_____			_____	_____			
_____			_____	_____			
SUBMIT FOR APPROVAL TO:							
Manager, Data Management		BY	_____	_____	BY	_____	
_____			_____	_____			

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:

DM-017

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

1. Part 1 of the Report shall contain the estimated capability of the contractor data handling facilities available to the Voyager Project, for the production, reproduction, processing (automatic data processing), and dissemination of formal data.
2. Part 2 shall contain the actual loading for the past month and the predicted loading for the next 6 months of the facilities included in Part 1. This part shall also contain an estimate of the excess capacity available to the Project for the assignment of additional Voyager data reproduction work.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)



GE EXHIBIT DRD DM-018

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:				
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: DM	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: R. Toff	DATE: 7/28/67	CONTRACT NO.:	DRD NO.: DM-018				
TITLE OF DOCUMENT:  REPORT, INFORMAL DATA AUDIT				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: <b>Data Management</b>		TASK OR SUBTASK:	DRL ITEM NO.:				
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:				
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:				
				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: 5					
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:					
USE OF DOCUMENT:  Used to assess and control the production and cost of informal data.				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:					
				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input checked="" type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE:  PDR  UPDATE (FREQUENCY OR MILESTONE): Not applicable					
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-009, Plan, Data Management (Contractor)				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:					
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:					
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED				<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN					
								ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
FORM OF DATA: <input checked="" type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input type="checkbox"/> OTHER				KIND OF DATA: <input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input type="checkbox"/> INDEX				REFERENCE DOCUMENTS:  Customer Data Management Manual			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)											
DRAFT		DATE		PREPUBLICATION PROOF		DATE					
SUBMIT FOR REVIEW TO:		BY		BY		BY					
SUBMIT FOR APPROVAL TO:		BY		BY		BY					
Manager, Data Management											

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-018

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

OUTLINE OF CONTENTS:

The Informal Data Audit Report shall contain the following information:

1. Company name and Federal Supply Code for Manufacturers (FSCM) making report.
2. Date of report.
3. Number of informal data items produced per month.
4. Number of pages of informal data items submitted to reproduction per month.
5. Number of page copies reproduced per month.
6. Kind of reproduction and number of page copies of each.
7. Total cost of producing all informal data per month.
8. Total cost of reproducing all informal data per month.
9. Comparison of current month with the previous two monthly reports.
10. Reasons, if warranted, for load increase or decrease.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: DM	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: R. Toff	DATE: 7/28/67	CONTRACT NO.:	DRD NO.: DM-019
TITLE OF DOCUMENT:  REPORT, SPECIALIZED USER SYSTEM DESCRIPTION				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: <b>Data Management</b>		TASK OR SUBTASK:	DRL ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: 3	
USE OF DOCUMENT: To describe the design, functional performance and operating characteristics of a contractor system to facilitate inter-Project element integration and control.				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-009, Plan, Data Management (Contractor)				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE:  SDR	
				One time report		UPDATE (FREQUENCY OR MILESTONE): As required thru HDR	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED				<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN	
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				REFERENCE DOCUMENTS:			
				APPLICABLE STANDARDS:			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO:		BY		BY			
SUBMIT FOR APPROVAL TO:		BY		BY			
Manager, Data Management							

DRD NO.:

DM-019

## SPECIAL INSTRUCTIONS:

A separate report shall be prepared for each specialized user system employed by the contractor. Operating elements common to more than one system need be described in one report only and referenced in the others.

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

The Report shall contain the following information:

1. Summary statement of overall system requirements
2. Description of system design, including data flow diagrams, functions performed, and input/output capabilities (volume, speed, etc.)
3. Input processing, including edit checks, keypunch instructions, conversion (automatic data processing media) instructions, electronic accounting machine (EAM) functions
4. Computer operating instructions
5. Computer program listing(s), including adequate process description and flow diagrams
6. Peripheral equipment operating instructions
7. Remote interrogation instructions (for user)
8. Special instructions (handling, operating or use)

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:																																								
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: DM	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: R. Toff	DATE: 7/28/67	CONTRACT NO.:	DRD NO.: DM-020																																								
TITLE OF DOCUMENT:  INDEX, DOCUMENT MANAGEMENT SCHEDULE AND STATUS FOR KEY DOCUMENTS				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management		TASK OR SUBTASK:	DRL ITEM NO.:																																								
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:																																								
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:																																								
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES: 5																																									
USE OF DOCUMENT: Provides status of production (milestone/schedule) of key documents.				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:																																									
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:																																									
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS: DM-001, Index, Document Management Schedule and Status DM-009, Plan, Data Management SC-004, Schedule, Task and Subtask Level (PERT)				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input checked="" type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input type="checkbox"/> OTHERWISE, AS SPECIFIED		PUBLICATION DATE: PDR																																									
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REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)				REFERENCE DOCUMENTS:  Customer Data Management Manual																																											
				APPLICABLE STANDARDS:																																											
<table border="0" style="width: 100%;"> <thead> <tr> <th style="width: 30%;">SUBMIT FOR REVIEW TO:</th> <th style="width: 15%;">DRAFT</th> <th style="width: 15%;">DATE</th> <th style="width: 15%;">PREPUBLICATION PROOF</th> <th style="width: 15%;">DATE</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>BY</td> <td>_____</td> <td>_____</td> <td>BY</td> </tr> <tr> <td>_____</td> <td></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>SUBMIT FOR APPROVAL TO:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Manager, Data Management</td> <td>BY</td> <td>_____</td> <td>_____</td> <td>BY</td> </tr> </tbody> </table>								SUBMIT FOR REVIEW TO:	DRAFT	DATE	PREPUBLICATION PROOF	DATE	_____		_____	_____	_____	_____	BY	_____	_____	BY	_____		_____	_____	_____	_____		_____	_____	_____	_____		_____	_____	_____	SUBMIT FOR APPROVAL TO:					Manager, Data Management	BY	_____	_____	BY
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SUBMIT FOR APPROVAL TO:																																															
Manager, Data Management	BY	_____	_____	BY																																											

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:

DM-020

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

The Document Management Schedule and Status Index for key documents contains the following detailed information on each data item:

1. Data item (DRD response) number (preassigned)
2. Office (function) responsible for each task and subtask associated with satisfying requirements of the DRD, i.e., preparation, production, reproduction, distribution, automatic data processing, etc.
3. Planned date of completion for each task and subtask
4. Actual date of completion for each task and subtask

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:		DATA CATEGORY:											
ORGANIZATION ORIGINATING REQUIREMENT:		CODE:	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY:		DATE:		CONTRACT NO.:	DRD NO.:									
		DM			R. Toff		7/28/67			DM-021									
TITLE OF DOCUMENT:					ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION:		TASK OR SUBTASK:		DRL ITEM NO.:										
DISTRIBUTION CHANGE REQUEST					Data Management														
					ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:		LEVEL NO.:										
					ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:		FILE NO.:										
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input checked="" type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input type="checkbox"/> INFORMATION					ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:		NO. OF COPIES:												
USE OF DOCUMENT:  Used for requesting changes to data item distribution lists.							5												
					ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:												
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-006, List, Document Distribution DM-009, Plan, Data Management (Contractor)					ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:												
					FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE AS SPECIFIED As required		PUBLICATION DATE:  PDR		UPDATE (FREQUENCY OR MILESTONE): As required thru launch										
CLASSIFICATION:					ESTIMATED COST (\$)		DATE DATA DUE TO USER:												
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APPLICABLE STANDARDS:																			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)																			
DRAFT DATE PREPUBLICATION PROOF DATE																			
SUBMIT FOR REVIEW TO: _____ BY _____																			
SUBMIT FOR APPROVAL TO: _____ BY _____																			
Manager, Data Management																			

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-021

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

The Distribution Change Request shall contain the following information:

1. Company name and Federal Supply Code for Manufacturers (FSCM) of requestor.
2. Requestor's name and function.
3. Identification number of data item(s) for which a distribution change is requested.
4. Reason for request.
5. Current recipient's name and address.
6. New or changed recipient name and address.
7. Date of request.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)



VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY		DATE	DATA CATEGORY
ORGANIZATION ORIGINATING REQUIREMENT	CODE DM	OFFICE RESPONSIBLE FOR DRD	CODE	DRD PREPARED BY R. Toff	DATE 7/28/67	CONTRACT NO.	DRD NO. DM-022
TITLE OF DOCUMENT:  DRD CHANGE REQUEST				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: <b>Data Management</b>		TASK OR SUBTASK	DRL ITEM NO.
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.	LEVEL NO.
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.	FILE NO.
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input checked="" type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STORAGE		NO OF COPIES 5	
USE OF DOCUMENT:  Used to request a change(s) to established Data Requirements Descriptions and/or Data Requirements Lists.				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-009, Plan, Data Management (Contractor)				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE, AS SPECIFIED <b>As required</b>		PUBLICATION DATE:  PDR	
						UPDATE (FREQUENCY OR MILESTONE):  Not applicable	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED				<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN	
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<input checked="" type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input type="checkbox"/> OTHER				<input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input type="checkbox"/> INDEX			
				<input type="checkbox"/> INSTRUCTION <input type="checkbox"/> LETTER <input type="checkbox"/> LIST <input type="checkbox"/> LOG <input type="checkbox"/> MANUAL <input type="checkbox"/> MEMORANDUM <input type="checkbox"/> MINUTES <input type="checkbox"/> PLAN <input type="checkbox"/> PROCEDURE <input type="checkbox"/> REGULATION <input type="checkbox"/> REPORT <input type="checkbox"/> SCHEDULE <input type="checkbox"/> SPECIFICATION <input type="checkbox"/> STANDARD <input type="checkbox"/> VOUCHER <input checked="" type="checkbox"/> Request			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)				REFERENCE DOCUMENTS:  Customer Data Management Manual			
				APPLICABLE STANDARDS:			
SUBMIT FOR REVIEW TO: _____ _____ BY _____ _____ BY _____ _____ BY _____ _____ BY _____				PREPUBLICATION PROOF _____ _____ _____ _____ _____			
SUBMIT FOR APPROVAL TO: <u>Manager, Data Management</u> _____ BY _____ _____ BY _____ _____ BY _____				DATE _____ _____ _____ _____			

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:

DM-022

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

OUTLINE OF CONTENTS:

The DRD Change Request shall contain the following information:

1. Company name and Federal Supply Code for Manufacturers (FSCM) making request.
2. Requestor's name and function.
3. Date of request.
4. Identification number of DRD and/or DRL as applicable.
5. Description and reason for requested change.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY		DATE	DATA CATEGORY
ORGANIZATION ORIGINATING REQUIREMENT	CODE DM	OFFICE RESPONSIBLE FOR DRD	CODE	DRD PREPARED BY R. Toff	DATE 7/28/67	CONTRACT NO.	DRD NO. DM-023
TITLE OF DOCUMENT:  PROJECT INFORMATION REQUEST/RELEASE				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Issuing Management		TASK OR SUBTASK	DRL ITEM NO.
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION		DRL NO.	LEVEL NO.
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION		DDL NO.	FILE NO.
TYPE OF DOCUMENT: <input type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input checked="" type="checkbox"/> INFORMATION				ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE		NO OF COPIES 10	
USE OF DOCUMENT: Used to formally request and/or release project-related information. May be used for both technical and administrative information. Cannot be used to provide funding or to authorize document or hardware changes.				ESTIMATED MANHOURS FOR SINGLE PREPARATION		INFORMATION CUTOFF DATE OR MILESTONE	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION		DATE DATA DUE TO USER	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-011. Procedures, Data Systems, Controls and Records				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE, AS SPECIFIED As required		PUBLICATION DATE SDR	
						UPDATE (FREQUENCY OR MILESTONE) Not applicable	
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED				<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN	
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				REFERENCE DOCUMENTS:			
				APPLICABLE STANDARDS:			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO:							
		BY				BY	
SUBMIT FOR APPROVAL TO:							
		BY				BY	
Issuing Management							

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

DRD NO.

DM-023

SPECIAL INSTRUCTIONS:

SPECIAL DISTRIBUTION. (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

OUTLINE OF CONTENTS:

See page 3 for representative format and contents.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-023

(COMPANY NAME)

(FSCM)

PROJECT INFORMATION REQUEST/RELEASE

		*CLASS. LTR.	OPERATION	PROGRAM	SEQUENCE NO.	REV. LTR.
PIR NO.						
*USE "C" FOR CLASSIFIED AND "U" FOR UNCLASSIFIED						
FROM				TO		
DATE SENT	DATE INFO. REQUIRED	PROJECT AND REQ. NO.		REFERENCE DIR. NO.		
SUBJECT						
INFORMATION REQUESTED/RELEASED						
				PAGE NO.		RETENTION REQUIREMENTS
				COPIES FOR		MASTERS FOR
				<input type="checkbox"/> 1 MO.		<input type="checkbox"/> 3 MOS.
				<input type="checkbox"/> 3 MOS.		<input type="checkbox"/> 6 MOS.
				<input type="checkbox"/> 6 MOS.		<input type="checkbox"/> 12 MOS.
				<input type="checkbox"/> MOS.		<input type="checkbox"/> MOS.
				<input type="checkbox"/>		<input type="checkbox"/> DO NOT DESTROY
				OF		

FORM 1020 M REV (9-65)

GE EXHIBIT DRD DM-024

VOYAGER DATA REQUIREMENT DESCRIPTION				DRD APPROVED BY:		DATE:	DATA CATEGORY:
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: DM	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: R. Toff	DATE: 7/28/67	CONTRACT NO.:	DRD NO.: DM-024
TITLE OF DOCUMENT:  PROCEDURE, DATA PROGRAM TRAINING				ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management		TASK OR SUBTASK:	DRL ITEM NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:		DRL NO.:	LEVEL NO.:
				ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:		DDL NO.:	FILE NO.:
				TYPE OF DOCUMENT: <input checked="" type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input type="checkbox"/> INFORMATION			
USE OF DOCUMENT: Describes means for instructing contractor personnel in the use of the data program as a management tool. Provides a collection of training aids available for such instruction.				ORGANIZATION RESPONSIBLE FOR DOCUMENT STORAGE:		NO. OF COPIES: 100	
				ESTIMATED MANHOURS FOR SINGLE PREPARATION:		INFORMATION CUTOFF DATE OR MILESTONE:	
				ESTIMATED COST (\$) FOR SINGLE PREPARATION:		DATE DATA DUE TO USER:	
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-009, Plan, Data Management (Contractor)				FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE, AS SPECIFIED One time		PUBLICATION DATE: SDR	
						UPDATE (FREQUENCY OR MILESTONE): As required thru CDR	
						ESTIMATED EXPIRATION DATE:	
CLASSIFICATION:							
<input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED				<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN		<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN	
FORM OF DATA:                      KIND OF DATA:				REFERENCE DOCUMENTS:			
				Voyager Data Management Manual (JPL)			
FORM OF DATA: <input checked="" type="checkbox"/> PRINTED DOCUMENT <input type="checkbox"/> CHART <input type="checkbox"/> DIAGRAM <input type="checkbox"/> DRAWING <input type="checkbox"/> FILM (STATIC OR MOTION) <input type="checkbox"/> ILLUSTRATION <input type="checkbox"/> MODEL <input type="checkbox"/> RECORDING (TAPE OR DISC) <input type="checkbox"/> COMPUTER CARD <input type="checkbox"/> COMPUTER TAPE <input type="checkbox"/> MICROFILM (W/OR W/O CARD) <input type="checkbox"/> OTHER _____ _____ _____				KIND OF DATA: <input type="checkbox"/> ABSTRACT <input type="checkbox"/> BROCHURE <input type="checkbox"/> BULLETIN <input type="checkbox"/> CATALOG <input type="checkbox"/> CONTRACT <input type="checkbox"/> DIRECTIVE <input type="checkbox"/> DISCLOSURE <input type="checkbox"/> ENGINEERING CHANGE ORDER <input type="checkbox"/> REQUEST FOR ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> ENGINEERING CHANGE PROPOSAL <input type="checkbox"/> HANDBOOK <input type="checkbox"/> INDEX <input type="checkbox"/> INSTRUCTION <input type="checkbox"/> LETTER <input type="checkbox"/> LIST <input type="checkbox"/> LOG <input type="checkbox"/> MANUAL <input type="checkbox"/> MEMORANDUM <input type="checkbox"/> MINUTES <input type="checkbox"/> PLAN <input checked="" type="checkbox"/> PROCEDURE <input type="checkbox"/> REGULATION <input type="checkbox"/> REPORT <input type="checkbox"/> SCHEDULE <input type="checkbox"/> SPECIFICATION <input type="checkbox"/> STANDARD <input type="checkbox"/> VOUCHER			
REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)							
DRAFT		DATE		PREPUBLICATION PROOF		DATE	
SUBMIT FOR REVIEW TO: _____		_____		_____		_____	
_____ BY _____		_____		_____ BY _____		_____	
_____ BY _____		_____		_____ BY _____		_____	
SUBMIT FOR APPROVAL TO: _____		_____		_____		_____	
Manager, Data Management		BY _____		_____ BY _____		_____	

## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-024

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING ODL WRITE IN DISTRIBUTION BELOW)

## OUTLINE OF CONTENTS:

The Data Program Training procedure contains the following:

1. Introduction  
(Rationale behind procedure and how to use is. Relationship with other procedures).
2. Scope and applicability  
(What the procedure covers and who is to use it when).
3. General policies and procedures  
(Criteria and constraints retraining: kinds of training, training cycles, etc.)
4. Training programs  
(Separated out for data management personnel and users at various organizations and levels).
5. Appendixes:
  - (1) Visual aids
  - (2) Bibliography of training documents

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-114

VOYAGER DATA REQUIREMENT DESCRIPTION						DRD APPROVED BY:	DATE:	DATA CATEGORY:	
ORGANIZATION ORIGINATING REQUIREMENT:	CODE: DM	OFFICE RESPONSIBLE FOR DRD:	CODE:	DRD PREPARED BY: R. Toff	DATE: 7/28/67	CONTRACT NO.:	DRD NO.: DM-114		
TITLE OF DOCUMENT:  PROCEDURE, ESTABLISHMENT OF DATA REQUIREMENTS					ORGANIZATION RESPONSIBLE FOR DOCUMENT PREPARATION: Data Management	TASK OR SUBTASK:	DRL ITEM NO.:		
					ORGANIZATION RESPONSIBLE FOR DOCUMENT REPRODUCTION:	DRL NO.:	LEVEL NO.:		
					ORGANIZATION RESPONSIBLE FOR DOCUMENT DISTRIBUTION:	DDL NO.:	FILE NO.:		
TYPE OF DOCUMENT: <input checked="" type="checkbox"/> CONTROL <input type="checkbox"/> ACTION <input type="checkbox"/> REFERENCE <input type="checkbox"/> INFORMATION					ORGANIZATION RESPONSIBLE FOR DOCUMENT STOWAGE:	NO. OF COPIES: 100			
USE OF DOCUMENT: Describes means by which requirements for data are determined and defined. Provides a catalog of representative data requirements on which to base such determination and definition.					ESTIMATED MANHOURS FOR SINGLE PREPARATION:	INFORMATION CUTOFF DATE OR MILESTONE:			
					ESTIMATED COST (\$) FOR SINGLE PREPARATION:	DATE DATA DUE TO USER:			
INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS:  DM-008, Plan, Contractor Data Acquisition Flow DM-009, Plan, Data Management					FREQUENCY OF ISSUE: <input type="checkbox"/> ANNUALLY <input type="checkbox"/> SEMI-ANNUALLY <input type="checkbox"/> QUARTERLY <input type="checkbox"/> BI-MONTHLY <input type="checkbox"/> MONTHLY <input type="checkbox"/> SEMI-MONTHLY <input type="checkbox"/> BI-WEEKLY <input type="checkbox"/> WEEKLY <input type="checkbox"/> DAILY <input checked="" type="checkbox"/> OTHERWISE, AS SPECIFIED One time	PUBLICATION DATE:  SDR			
					UPDATE (FREQUENCY OR MILESTONE): As required thru launch				
CLASSIFICATION: <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET RESTRICTED DATA <input type="checkbox"/> CONFIDENTIAL RESTRICTED DATA <input checked="" type="checkbox"/> UNCLASSIFIED					<input type="checkbox"/> GROUP 1 <input type="checkbox"/> GROUP 2 <input type="checkbox"/> GROUP 3 <input checked="" type="checkbox"/> GROUP 4 <input type="checkbox"/> PROPRIETARY <input type="checkbox"/> PUBLIC DOMAIN	<input type="checkbox"/> SPECIAL HANDLING <input type="checkbox"/> NASA DISCREET <input type="checkbox"/> JPL DISCREET <input type="checkbox"/> PROJECT DISCREET <input type="checkbox"/> NOFORN			
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REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL)					APPLICABLE STANDARDS:				
SUBMIT FOR REVIEW TO: _____					_____				
_____ BY _____					_____ BY _____				
_____					_____				
_____					_____				
SUBMIT FOR APPROVAL TO: _____					_____				
Manager, Data _____ BY _____					_____ BY _____				
Management _____					_____				



## VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:  
DM-114

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

OUTLINE OF CONTENTS:

This Procedure shall contain the following:

1. Introduction (Rationale behind procedure and how to use it. Relationship with other procedures.)
2. Scope and applicability (What the volume covers and who is to use it when.)
3. General policies and procedures (Minimum essential data; categorization of data by functional management areas and by organizational levels and interfaces; requirements versus responses concept; vertical and horizontal relationships and traceability.)
4. Determination of requirements (Use of Voyager Data List; procedures for data calls; reviews of parent documents and contracts; analyses of communications interfaces.)
5. Definition of requirements (Use of Voyager Data Catalog; specification of sources and channels; determination of contents; preparation of DRD's.)
6. Validation of requirements (Screening of data packages; approval chains; organization and functions of data review boards.)
7. Imposition of requirements (Use of DRL's contract and noncontract; roles of DRD originators, data management organizations, contract administrators, responders, reviewers, accepters.)
8. Changes to requirements (Change procedures and cycles)

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

GE EXHIBIT DRD DM-114

9. Appendixes
  - a. Voyager Data List
  - b. Voyager Data Catalog
  - c. Forms

## DOCUMENTATION RELATIONSHIP TREES

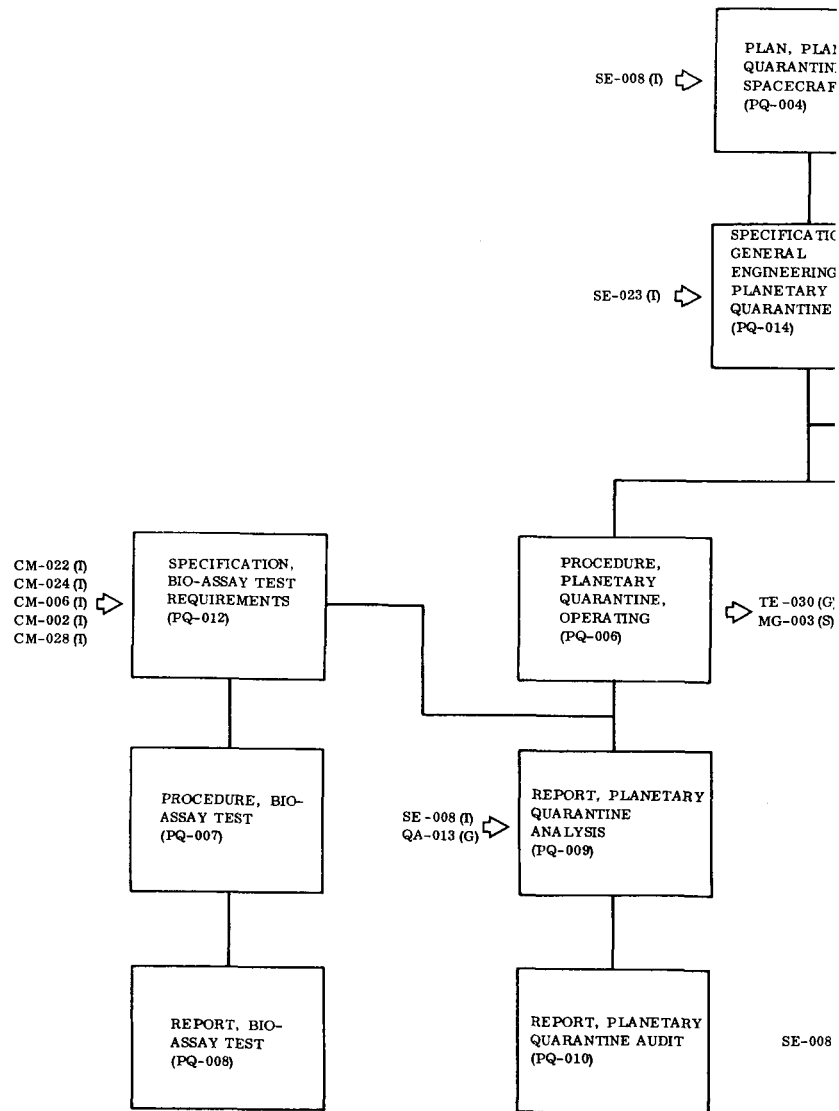
A documentation relationship tree has been prepared to show the relationship of data items within this functional category as well as their relationships across categories.

Relationships within each functional category are shown by constructing a tier pattern beginning with the top-level (or governing) data item and relating in descending order all data items within the category to this top-level data item. (The location of a data item at a given level on the diagram does not necessarily indicate the importance of that specific item but identifies and defines its relation to all other data items in that category.)

Relationships between data items in one category and data items in other functional categories are shown by (1) shaded arrows to indicate the direction of the relationship and (2) an alphabetic code to indicate the nature of the interrelationship as follows:

- a. Data items needed for preparation and/or support of the referenced item. (I)
- b. Data items that are supported or needed by this data item. (S)
- c. Data items that relate "to" and provide information of a general nature but are not required in an input or support role. (G)

Each data item appearing on the Data Item List (DIL) was examined and evaluated with respect to its contribution to, or dependence upon, data items appearing in other categories and is included in the diagrams. Additionally, certain data elements indicated in the user flow diagrams (but currently not identified as individual data items) have been shown within a dashed rectangle to clarify relationships.



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T

DM-008 (S)  
SC -002 (S)  
SC -004 (S)  
SC -006 (S)

NS  
DESIGN

LS -015 (S)  
MP-002 (S)  
SE -008 (S)

LEGEND:

- (I) INDICATES DATA ITEMS NEEDED FOR PREPARATION OR SUPPORT OF THE REFERENCED ITEM (INPUT).
- (S) INDICATES DATA ITEMS THAT ARE SUPPORTED OR NEEDED BY THIS ITEM.
- (G) DATA ITEMS THAT RELATE TO AND PROVIDE INFORMATION OF A GENERAL NATURE BUT ARE NOT REQUIRED IN AN INPUT OR SUPPORT ROLE
- △ INDICATES PRINCIPAL RELATIONSHIP (I, S, OR G) BETWEEN DATA ITEMS IN OTHER FUNCTIONAL CATEGORIES.

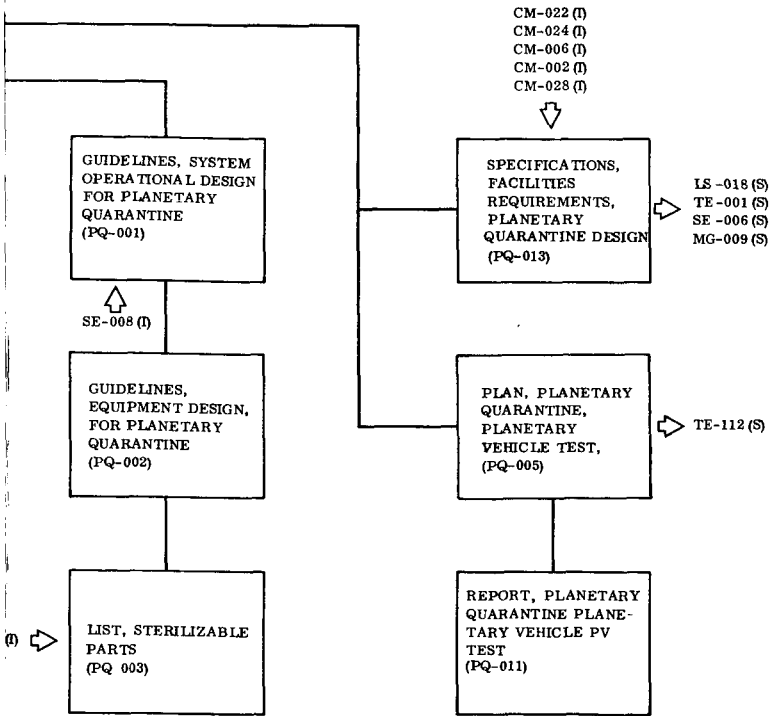


Figure B-1. Planetary Quarantine Documentation Relationship Tree (PQ)

## DATA ITEM PHASING/FREQUENCY

Frequency and phasing of data item requirements for control and administration of the Data Management function are shown in Figure K-2, Data Management Data Item Phasing and Frequency Matrix.

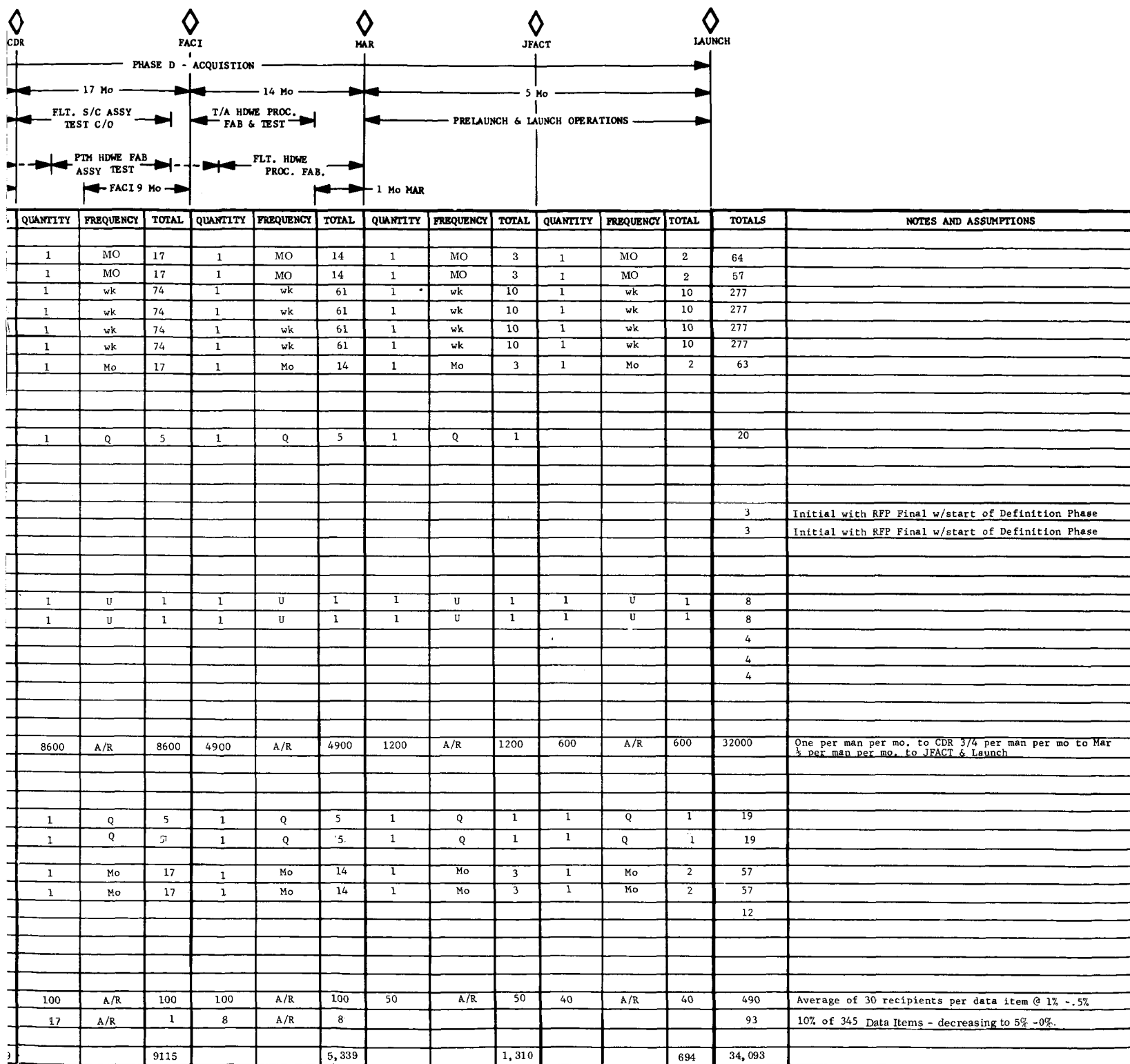
Estimates are based on the Data Item List, 15 December 1966, and a Task "C" start date of 1 April 1968.

Distribution and density of data item preparation requirements are shown in Figure K-3, Data Management Data Item Density Profile. The effect of DM-023, Project Information Request Release (key informal data item) is of particular interest.

DATA ITEM TITLE	SDR			PDR			HDR					
	QUANTITY	FREQUENCY	TOTAL	QUANTITY	FREQUENCY	TOTAL	QUANTITY	FREQUENCY	TOTAL	QUANTITY	FREQUENCY	TOTAL
<div> <div>DATA MANAGEMENT (DM)</div> <div> <div>PHASE C - SYSTEM DEFINITION</div> <div>7 Mo</div> <div>9 Mo</div> <div>12 Mo</div> <div>S/C and OSE DESIGN</div> <div>ENGR HDWE, FAB, ASSY, TEST</div> <div>PDR 2 Mo</div> <div>HDR 5 Mo</div> <div>CDR 4 Mo</div> </div> </div>												
LISTS												
DM-001 *Index, Doc. Mgmt. Sch. & Status	1	M	3	1	MO	4	1	MO	9	1	MO	12
DM-020 Index, Doc. Mgmt. Sch. & Status of Key Doc.							1	MO	9	1	MO	12
DM-002 Index, Formal Data Items	1	wk	15	1	wk	15	1	wk	40	1	wk	52
DM-003 Index, Informal Data Items	1	wk	15	1	wk	15	1	wk	40	1	wk	52
DM-004 Index, Special Purpose	1	A/R	15	1	A/R	15	1	wk	40	1	wk	52
DM-005 List, Contact Report	1	W	15	1	W	15	1	wk	40	1	wk	52
DM-006, List, Document Distribution	1	Mo	3	1	Mo	3	1	Mo	9	1	Mo	12
MINUTES												
DM-007 *Minutes, Data Review Board Meetings	1	Q	1	1	Q	1	1	Q	3	1	Q	4
PLANS												
DM-008 Plan, Contractor Data Acquisition Flow	1	I	1	1	U	1	1	F	1			
DM-009 Plan, Data Management (Contractor)	1	I	1	1	U	1	1	F	1			
PROCEDURES												
DM-010 Procedure, Data Program Support	1	I	1	1	U	1	1	U	1	1	U	1
DM-011 Procedure, Data Systems, Cont. & Records	1	I	1	1	U	1	1	U	1	1	U	1
DM-012 Procedure, Data Prep., Submittal & Rev.	1	I	1	1	U	1	1	F	1	1	U	1
DM-014 Procedure, Establishment of Data Rqmts.	1	I	1	1	U	1	1	F	1	1	U	1
DM-024 Procedure, Data Program Training	1	I	1	1	U	1	1	F	1	1	U	1
RECORDS												
DM-023 *Project Information Request/Release	700	A/R	700	700	A/R	700	5400	A/R	5400	9900	A/R	9900
REPORTS												
DM-015 Report, Cost Accumulation Formal Data							1	Q	3	1	Q	4
DM-016 Report, Document Distribution Control							1	Q	3	1	Q	4
DM-017 Report, Facility Capability and Load- ing-Data Reproduction, Proc. & Dissemination							1	Mo	9	1	Mo	12
DM-018 Report, Informal Data Audit							1	Mo	9	1	Mo	12
DM-019 Report, Specialized User System Descrip.	3	O/T	3	3	O/T	3	6	F	6			
REQUESTS												
DM-021 Distribution Change Request							100	A/R	100	100	A/R	100
DM-022 DRD Change Request							34	A/R	34	34	A/R	34
TOTALS			777			778			5,761			1031

\*Key Informal Data

A	Annual	O/T	One Time	I	Initial	CDR	Critical Design
S/A	Semi-Annual	A/R	As Required	F	Final	FACI	First Article
WK	Weekly	U	Update	N/R	New and Revised	MAR	Mission Acceptance
MO	Monthly	I/U	One Update	SDR	System Design Review	J FACT	Joint Flight Acceptance
B/W	Bi-Weekly	DA	Daily	PDR	Preliminary Design Review		Composite
B/M	Bi-Monthly	Q	Quarterly	HDR	Hard Design Review		



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Figure K-2. Data Management Data Item Phasing and Frequency Matrix

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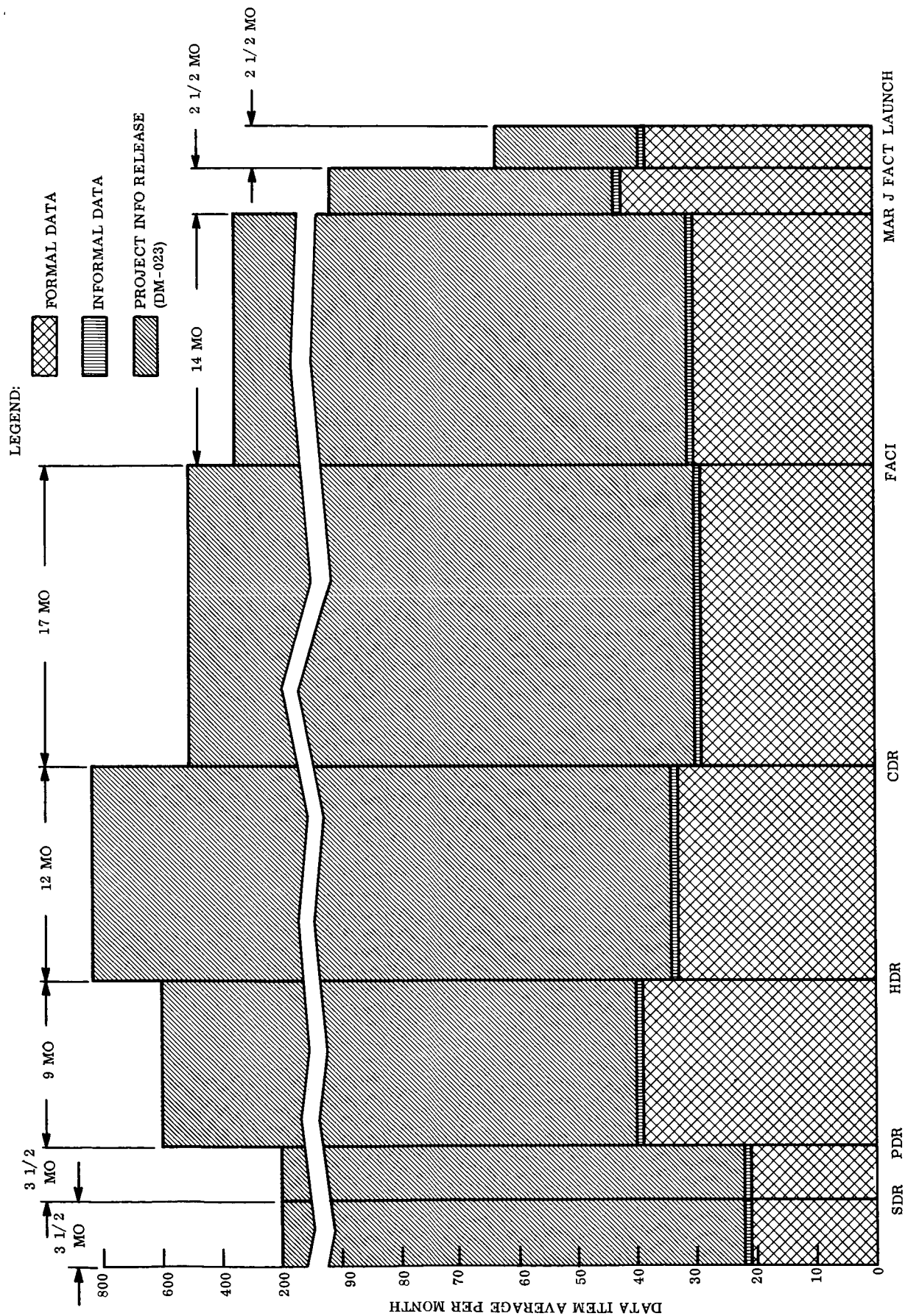


Figure K-3. Data Management Data Item Density Profile